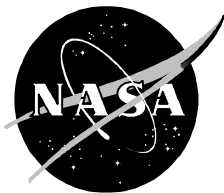# VERSION DESCRIPTION DOCUMENT FOR THE CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM

Release 4.3

PrISMS Contract

April 2000

National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, AL 35812

VERSION DESCRIPTION DOCUMENT FOR THE
CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM
RELEASE 4.3

Submitted by

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NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLLE, ALABAMA

April 2000

**VERSION DESCRIPTION DOCUMENT
FOR THE
CONSOLIDATED AGENCY PERSONNEL/PAYROLL SYSTEM
RELEASE 4.3**

Approved by

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Sheila Fogle   Date
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Project Manager

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

April 2000

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APPENDICES

1.0 <u>INTRODUCTION</u>

This Version Description Document (VDD) describes the changes and installation procedures for this release of the Consolidated Agency Personnel/Payroll System (CAPPS). This section identifies the release, describes its purpose, defines its scope, and identifies its contact points.

1.1 IDENTIFICATION OF THE RELEASE

This software release is identified as CAPPS, Release 4.3 and has an effective release date of April 14, 2000. Support of the previous release expires 30 days after the scheduled release date. This release must be implemented before processing center submissions for pay period ending April 8, 2000.

1.2 PURPOSE OF THE RELEASE

This release implements modifications necessitated by the following Change Control Request (CCRs):

98000008 (CR)	Change the numeric citizen code value for non-citizens that is loaded into the CAPPS OPM status file to the correct value.
99000004 (CR)	Change hard-coded references from Lewis Research Center to Glenn Research Center.
99000005 (CR)	Modify Personnel Actions Cost (C80) report process to print data for the parameter date that is entered.
20000002 (DR)	Increase the field size of a write-work-file counter to prevent abend of CR00002 (E41 report). Increase the field sizes of other counters in this module and following modules in the job stream to prevent future abends.

1.3 SCOPE

This release provides the functional and technical user of CAPPS with information regarding the contents, status, and structure of Release 4.3, including the following:

- Changes implemented since release 4.1.1.

- Validation procedures to ensure the reliability of release changes.

- References to other documentation affected by this release.

- Detailed software installation instructions.

No waivers are associated with this release.

1.4 CONTACT POINTS

Sustaining Engineering for CAPPS is provided through the Consolidation Center (CC) located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed:

The NACC Technical Services Center (Use following Key Words: SESAAS & CAPPS)

Telephone:	(256) 544-8441
E-Mail:	jacky.davis@msfc.nasa.gov
FAX:	(256) 544-1836

2.0 <u>FUNCTIONAL INFORMATION</u>

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

N/A

2.2 FUNCTIONAL INTERFACES

N/A

2.3 CRITICAL ISSUES

N/A

2.4 AFFECTED DOCUMENTS

N/A

2.5 APPLICATION SYSTEM ADMINISTRATION

Application system administration changes associated with this release are discussed in Appendix D, Installation Instructions.

3.0 <u>TECHNICAL INFORMATION</u>

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration activities.

3.1 TECHNICAL SYSTEM INTERFACES

This section describes changes to the CAPPS interfaces with NPPS and Office of Personnel Management (OPM).

3.1.1 <u>NPPS Interface</u>

N/A

3.1.2 <u>OPM Interface</u>

There are no changes to the OPM interface with this release.

3.2 DATA DICTIONARY CHANGES

There are no data dictionary changes.

3.3 SOFTWARE OBJECT CHANGES

Modules affected by this release are included in Appendix D, Section 2.2.

3.4 DATABASE ADMINISTRATION

This section describes the database administration activities for installation of this release.

3.4.1 <u>Release Dataset Names</u>

Refer to Appendix D, Introduction Section, for the release dataset names.

3.4.2 <u>Inventory of Objects</u>

Refer to Appendix D, Paragraph 2.1, for an inventory of Natural object types.

3.4.3 <u>Storage Considerations</u>

The changes represented by this release should not affect storage requirements.

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions for CAPPS Software Release 4.3 for detailed software installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedure described in Section 3.4.4 for assistance in preparing for proper installation and operational use of this release.

4.0 <u>KNOWN AND OPEN PROBLEMS</u>

The are no known or open problems related to this release.

APPENDIX A
ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

BJS   Batch Job Submitter

CAPPS   Consolidated Agency Personnel/Payroll System

CC   Consolidation Center

CCR   Change Control Request

CR   Change Request

DR   Discrepancy Report

FAX   Electronic Facsimile Transmission

HQ   NASA Headquarters

ICD   Interface Control Document

JCL   Job Control Language

MSFC   Marshall Space Flight Center

NASA   National Aeronautics and Space Administration

NDM   Network Data Mover

NPPS   NASA Personnel/Payroll System

OPM   Office of Personnel Management

SESAAS Sustaining Engineering Services for Agency-wide Administrative Systems

SRS   System/Software Requirements Specification

UOG   User and Operations Guide

VDD   Version Description Document

APPENDIX B
GLOSSARY

GLOSSARY

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION PROCEDURES

FUNCTIONAL CHANGE VALIDATION PROCEDURES

Index of validation procedures for changes in this release.

Section	CCR	Title
1.0	98000008	Wrong Code in the OPM Status File for Non-citizens
2.0	99000004	Lewis Name Change
3.0	99000005	Print Options Incorrect for Personnel Actions Cost (C80) Report
4.0	20000002	Job CR00002 (E41 Report) Abend

Details for the validation procedures are listed below:

1.0 CCR Number 98000008: Wrong Code in the OPM Status File for Non-citizens

NPPS has been passing the correct alpha code for non-U.S. citizens to CAPPS. CAPPS has been converting the alpha code to an incorrect numeric code.

Description of Enhancement

A program in job 2 (CP00002) has been changed to convert the alpha code for a non-citizen to '8' instead of '2'.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

  Locate employees who are non-U.S. citizens on the CAPPS-INPT-STS-FILE (CITIZEN field value of 'N').

  Execute CAPPS for a pay period (last of the month) and a monthly.

- **Validation Procedures**

  Examine the OPM status file (CAPPS-OPM-STS-FILE). Verify that field EMPL-OPM-CTZNSHP-IND has a value of '8' for the non-U.S. citizen employees.

  Examine the file output created from the last run of job CP00002, step 7. Locate the non-U.S. citizen employees and verify that they have a value of '8' in position 65.

2.0 CCR Number 99000004: Lewis Name Change

Lewis Research Center has been changed to Glenn Research Center. There are hard-coded references in CAPPS to Lewis.

Description of Enhancement

The hard-coded references to Lewis in the SF113A and SF113G report programs have been changed to Glenn.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

  Execute CAPPS for a pay period (last of the month) and a monthly.

- **Validation Procedures**

  Verify that the headings in reports SF113A and SF113G show "Glenn Research Center', not "Lewis Research Center".

3.0 CCR Number 99000005: Print Options Incorrect for Personnel Actions Cost (C80) Report

When running the C80 report for a date other than the default date shown on the parameter screen, the report continues to provide data for the default date period.

Description of Enhancement

A program has been changed to accept the modified date parameters.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

  Execute job CR00010. Change the dates on the parameter screen.

- **Validation Procedures**

  Verify that the C80 report headings show the changed dates and that the data is for that date period.

4.0 CCR Number 20000002: Job CR00002 (E41 Report) Abend

Job CR00002 (E41 Report) abended because a write-work-file counter was not large enough. This counter, plus other counters in the related module and further modules in the job stream, has been increased in size to handle larger volumes of data and to prevent future abends.

Description of Enhancement

The field sizes of several counters in two programs have been increased.

Functional Impact

There is no functional impact as a result of this CCR.

- **Test Procedures**

    Execute job CR00002, utilizing a large volume of data.

- **Validation Procedures**

    Verify that the E41 report job completes successfully.

APPENDIX D
INSTALLATION INSTRUCTIONS
FOR CAPPS SOFTWARE RELEASE 4.3

INSTALLATION INSTRUCTIONS AND CHECKLIST
FOR CAPPS SOFTWARE RELEASE 4.3

Introduction

Release information:

System Name: CAPPS
Release Number: 4.3
Release Date: April 14, 2000
Effective Date: April 14, 2000
Release Implementation Date: This release must be implemented before processing center submissions for pay period ending 04/08/2000.

The following datasets have been distributed to the operational support DBA:

- MSMOV.CAPPS.PROD.REL430.REL0400.SRC
- MSMOV.CAPPS.PROD.REL430.REL0400.DOC

Person to notify in case of installation problems:

Jacky Davis   (256) 544-8441
Rick Bishop   (256) 544-5352
FAX Number   (256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. A checklist is provided in Section 9.0 to assist in tracking the installation of this release.

1.0   Back Up Existing Data
2.0   Copy Source/Object Code
3.0   Pre-Predict Data Conversion
4.0   Install Predict
5.0   Catalog Source Code
6.0   Post-Predict Data Conversion
7.0   Perform Release-Specific Procedures
8.0   Local JCL Mods
9.0   Installation Checklist

1.0 Back Up Existing Data

It is advisable to back up all CAPPS files as a precautionary measure prior to installation.

2.0 Copy Source/Object Code

2.1 Copy Source Code

Load the CAPPS source library from dataset MSMOV.CAPPS.PROD.REL430.REL0400.SRC. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library CAPPS, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by Type	Count
GLOBAL DATA AREA	0
LOCAL/PARAM DATA AREA	0
MAPS	0
HELP ROUTINES	0
SUBROUTINES	0
SUBPROGRAMS	0
PROGRAMS	6
COPYCODE	0
TEXT	0
PROCESS	0
MISCELLANEOUS OBJECTS	0
Total:	6

2.2 LIST OF SOURCE CODE MODIFICATIONS

The following are the modules modified.

CAPPE412	Extract status data for format F and write to a work file for efficiency	(P)
CAPP0E41	Print E41 – "Disabled Employees Progress Report"	(P)
CAPP0710	Process user request to print report C80	(P)
CAPP2200	Store CAPPS-INPT-STS-FILE data on the CAPPS-OPM-STS-FILE	(P)
CAPP5708	Create SF113A report	(P)
CAPP5709	Create SF113G report	(P)

2.3 Copy Object Modules

Not applicable with this release.

3.0 Pre-Predict Data Conversion

Not applicable with this release.

4.0   PREDICT INSTALLATION

4.1   CAPPS Keywords

Not applicable with this release.

4.2   Load CAPPS PREDICT

Not applicable with this release.

4.3   Generate Data Definition Modules

Not applicable with this release.

4.4   Apply Physical File Changes

Not applicable with this release.

5.0 Catalog Source Code

Run a batch job to catalog (CATALL) all modules in the CAPPS or other named library. It is not necessary to catalog the Global Data Area. Standard parameters should be used for the compile.

After all objects are compiled, the CAPPS application will run under standard parameters.

6.0 Post-Predict Data Conversion

Not applicable with this release.

7.0 Perform Release-Specific Procedures

The following sections are Release-Specific Installation Procedures needed for this release.

7.1 Update BJS JCL

Not applicable with this release.

7.2 Update Release Number

Update the CAPPS release number. This number is maintained in SYSTABLES and is displayed on the CAPPS logo screen.

The following is a list of steps to update the CAPPS release number.

    1.   Execute program CAPP1525 from the Natural Command line.

    2.   Enter "04.30.00" when the program requests the release number.

    3.   Verify that the correct release number is displayed by viewing the CAPPS logo screen after logging on to CAPPS.

8.0 Local JCL Mods

There are no local JCL mods with this release.

9.0 Installation Checklist

1.0   Back Up Existing Data
2.1   Copy Source Code
5.0   Catalog Source Code
7.2   Update Release Number